

~~SECRET~~  
SECURITY INFORMATION

17 August 1953

MEMORANDUM FOR : CLASSIFICATION AND WAGE DIVISION

SUBJECT : Reclassification of Slot #5, [REDACTED]

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1. It is requested that necessary action be taken to change the classification of Slot #5, Secretary-Stenographer, GS-5, [REDACTED] to Intelligence Assistant, GS-7.

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2. This slot will be occupied by Miss [REDACTED] GS-7. [REDACTED] will share the administrative and secretarial work of the station, including typing reports, filing and carding. In addition, she will assist in planning operations, contacting agents, writing information reports and operational dispatched.

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*Approved for DR/ADMIN*  
*[Signature]* 8/21/53.

*[Signature]* NEA/CADM

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